



**Minutes of the**  
**City Commission for the City of Traverse City**  
**Regular Meeting**  
**December 5, 2016**

A regular meeting of the City Commission of the City of Traverse City was called to order at the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan, at 7 p.m.

The following Commissioners were in attendance: Mayor Jim Carruthers, Mayor Pro Tem Gary Howe, Brian Haas, Amy Shamroe, and Tim Werner.

The following Commissioner was absent: Richard I. Lewis.

The Pledge of Allegiance was recited.

Mayor Carruthers presided at the meeting.

As requested by Mayor Carruthers, Agenda Item 2(c) was removed from the Consent Calendar for individual consideration by the Commission.

**2. Consent Calendar**

Moved by Shamroe, seconded by Haas, that the following actions as recommended on the amended Consent Calendar portion of the Agenda be approved:

- a. the minutes of the November 7, 2016, Regular Meeting, and the November 14, 2016, Organizational Meeting, be approved.
- b. the City Manager be authorized to declare Vehicles #21, #29, and #30, all 2011 Ford Crown Victoria Patrol Vehicles surplus, and the City Manager be authorized to issue a purchase order to Signature Ford of Owosso, in the amount of \$109,915.50 for the purchase of three 2017 Ford Police Interceptors with patrol packages, with funds available in the Garage Fund for these planned replacements.

- c. Removed from the Consent Calendar.
- d. an amendment to the Traverse City Code of Ordinances, *Single Parcel Special Assessment Waiver of Notice*, which would allow the property owner of a single-parcel that is proposed for a single-parcel special assessment to waive the 30-day advance notice of when the City Commission will consider adopting a resolution approving a special assessment for a single parcel, be introduced and scheduled for possible enactment on December 19, 2016.
- e. an amendment to the Traverse City Code of Ordinances, Section 1347.01, Development District amendment to allow small-scale manufacturing or processing uses, which is an additional allowable use, which was recommended by the City Planning Commission, be introduced and scheduled for possible enactment on December 19, 2016.
- f. a Resolution Approving Special Improvement District 2016-005, establishing a single-parcel special assessment for Parcel 28-51-706-009, owned by Northpointe J&S LLC (J & S Hamburg), for the relocation of the sanitary sewer lead, be adopted; and further that a budget amendment be made to Special Assessment Fund to increase revenues and expenses in the amount of \$19,800 to reflect the revenues and expenses for this project.
- g. the City Manager be authorized to issue a confirming service order to Elmer's Crane & Dozer, Inc. in the amount of \$10,048.00, for the emergency repair of a water main shear break in front of 1201 East Front Street, with funds available in the Water Fund.
- h. the following Resolutions be adopted and added to the Directory of Charges: the Resolution Establishing Fees for Duncan L. Clinch Marina Launching Permit and Sewage Pump Out Fees 2017; the Resolution Establishing Fees for Duncan L Clinch Marina Transient Rates 2017; and the Resolution Establishing Fees for Boardman River Dockage Seasonal Rates 2017.
- i. the Mayor and City Clerk execute a three-year agreement with Jeff Bensley for food concessions at Hickory Hills for the 2016/2017, 2017/2018 and 2018/2019, winter seasons with the City to receive \$2,500, \$2,750 and \$2,750 for each respective season and for food concessions at Clinch Park

for the 2017, 2018 and 2019 summer seasons, with the City to receive \$21,500, \$21,750 and \$22,000 for each respective season; and that the Mayor and City Clerk be authorized to execute an amendment extending the contract for one additional season at the final rate, such agreement and amendment subject to approval as to its substance by the City Manager and its form by the City Attorney.

- j. the Mayor and City Clerk execute the Northern Michigan Mutual Aid Reciprocal Law Enforcement Agreement, subject to approval as to its substance by the City Manager and its form by the City Attorney.
- k. the Mayor and City Clerk execute a confirming change order in the amount of \$22,930, with Elmer's Crane and Dozer for the 2016 Lot D Boat Launch and Parking Project contract (originally authorized October 3, 2016), for a helical tie back system for sheet pile wall stabilization, such change order subject to approval as to its substance by the City Manager and its form by the City Attorney, with funds available in the Capital Projects Fund.

CARRIED unanimously. (Lewis absent)

### **Items removed from the Consent Calendar**

a.

Consideration of introducing an amendment to the Traverse City Code of Ordinances to allow for platform cafes to be located in certain on-street parking spaces where the adjacent roadway speed limit is 25 miles per hour, to provide for additional outdoor dining options, as recommended by the Downtown Development Authority Board of Trustees.

The following addressed the Commission:

Marty Colburn, City Manager

Rick Buckhalter, 932 Kelley Street

Rob Bacigalupi, Downtown Development Authority Executive Director

Moved by Haas, seconded by Shamroe, that an amendment to the Traverse City Code of Ordinances, *Outdoor Cafes in Designated On-Street Parking Areas*,

Section 1020.09, which provides for a framework to allow platform cafes in certain on-street parking spaces, as recommended by the Downtown Development Authority Board of Trustees, be introduced and scheduled for possible enactment on December 19, 2016.

CARRIED unanimously. (Lewis absent)

### **3. Old Business**

#### **3(a).**

Consideration of next steps to fill the vacancy on the City Commission.

The following addressed the Commission:

Benjamin Marentette, City Clerk  
Lauren Tribble-Laucht, City Attorney  
Rick Buckhalter, 932 Kelley Street

It was the consensus of the Commission to interview all 11 candidates on Thursday, December 8, 2016.

### **4. New Business**

#### **4(a).**

Consideration of a request from Mayor Carruthers for the City Commission to adopt a resolution opposing the approval of the Waukesha, Wisconsin, Water Diversion Application.

Moved by Shamroe, seconded by Haas, that the Resolution Opposing the Approval of the Waukesha Water Diversion Application, be adopted.

Roll Call:

Yes - Haas, Shamroe, Carruthers.

No - Howe, Werner.

FAILED. (4 votes required)

## **5. Appointments**

### **5(a).**

Consideration of appointment by the Mayor of an ad hoc interview committee to make a recommendation regarding appointments to the Human Rights Commission.

The following addressed the Commission:

Benjamin Marentette, City Clerk

Moved by Haas, seconded by Werner, that the resignation of Lee Hornberger and Barbara McClellan be accepted and an ad hoc interview committee be established to make recommendations regarding one unexpired three-year term expiring June 30, 2018, and one unexpired three-year term expiring June 30, 2017, on the Human Rights Commission, seats previously held by Lee Hornberger and Barbara McClellan respectively; and the Mayor's appointment of Commissioners Lewis, Shamroe and Howe to such Committee, with Commissioner Shamroe to serve as Chair, be approved.

Rick Buckhlater, 932 Kelley Street

CARRIED unanimously. (Lewis absent)

## **6. Reports and Communications**

The following were received and filed:

- a. Reports, announcements and correspondence from the City Manager.
- b. Announcements from the City Clerk.
- c. Reports, announcements and correspondence from the Mayor and City Commissioners.

- d. Reports and correspondence from other City officials, boards and committees.
  - 1. Reports from members of the Commission serving on boards.
  - 2. Minutes of the Planning Commission meetings of October 4, 2016, and October 18, 2016.
  - 3. Minutes of the Arts Commission meeting of September 21, 2016.
  - 4. Minutes of the Coast Guard City Committee meeting of October 6, 2016.
  - 5. Minutes of the Act 345 Retirement System Board Meeting of September 28, 2016.
  - 6. Minutes of the Traverse City Light and Power Board meetings of August 23, 2016, September 13, 2016, September 27, 2016 and October 25, 2016.
- e. Reports and correspondence from non-City officials.
  - 1. Monthly Operations Report from CH2M for the Wastewater Treatment Plant for October 2016.
  - 2. Minutes of the Traverse Area District Library Board of Directors meeting of October 20, 2016.

## **7. Public Comment**

The following addressed the Commission:

- 1. Reserved.  
  
None
- 2. General.

Rick Buckhalter, 932 Kelley Street

3. Mayor and City Commissioners.

Commissioner Amy Shamroe  
Mayor Pro Tem Gary Howe  
Mayor Jim Carruthers

### **8. Adjournment**

There being no objection, Mayor Jim Carruthers declared the meeting adjourned at 8:11 pm.

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Benjamin Marentette, MMC  
City Clerk

Approved: \_\_\_\_\_, \_\_\_\_\_  
(Date) (Initials)